

EVALUATION OF LIBRARY COLLECTIONS/SERVICES

Respondent's Status: Faculty: _____ Full-time _____ Part-time _____ (dept/unit)

Rank: _____ Length of Service: _____ (less than 5 yrs) _____ (5-10 yrs)
 _____ (11-15) _____ (more than 15 yrs)

No. of Library visits: _____ daily _____ weekly _____ monthly

This survey aims to determine the level of satisfaction of the Imus Institute faculty on the various services, resources, and facilities of the library. Please answer all items. Encircle the number to indicate your response to each aspect with the rating scale as follows:

- 5 - Fully Satisfied (FS)
- 4 - Very Satisfied (VS)
- 3 - Moderately Satisfied (MS)
- 2 - Barely Satisfied (BS)
- 1 - Not Satisfied (NS)

Library Aspect

Rating

High-----Low

FS VS MS BS NS

A. Quality of Collections in terms of instructional/curricular needs

1. General reference books	5	4	3	2	1
2. Circulating and reserve books	5	4	3	2	1
3. Filipiniana books	5	4	3	2	1
4. Special collections (Cavite Studies/Rizaliana)	5	4	3	2	1
5. Periodicals	5	4	3	2	1
6. Audiovisuals (VHS, audio tapes, etc.)	5	4	3	2	1
7. Vertical files	5	4	3	2	1
8. CDs/DVDs	5	4	3	2	1
9. E-resources	5	4	3	2	1
10. Others (specify _____)	5	4	3	2	1

B. Personnel

1. Communication skills	5	4	3	2	1
2. Customer care	5	4	3	2	1
3. Service delivery	5	4	3	2	1
4. Professional/Technical competency	5	4	3	2	1
5. Transactional ability	5	4	3	2	1
6. Helpfulness	5	4	3	2	1
7. Courteousness	5	4	3	2	1
8. Readiness to respond to users' questions	5	4	3	2	1
9. Understanding of user's needs	5	4	3	2	1
10. Orderliness in organization/maintenance of the collection on the shelf	5	4	3	2	1

C. Services and Programs

1. Ability to develop information literacy skills to students	5	4	3	2	1
2. Adequacy and relevance of library orientation	5	4	3	2	1
3. Reference assistance	5	4	3	2	1
4. Circulation or borrowing policies	5	4	3	2	1
5. Assistance in placing materials on Reserve	5	4	3	2	1
6. Photocopying service	5	4	3	2	1
7. Ease of accessing the journal articles	5	4	3	2	1
8. Quality and depth of the information technology available in the library	5	4	3	2	1
9. Public relations and promotion/exhibits	5	4	3	2	1
10. Inter-library loan service	5	4	3	2	1

D. Physical Facilities

1. Location accessibility	5	4	3	2	1
2. Hours of service	5	4	3	2	1
3. Lighting	5	4	3	2	1
4. Ventilation/air conditioning	5	4	3	2	1

5. Space area	5	4	3	2	1
6. Aesthetics	5	4	3	2	1
7. Conduciveness for reading & study	5	4	3	2	1
8. Comfort	5	4	3	2	1
9. Computer facilities	5	4	3	2	1
10. Discussion Area	5	4	3	2	1

E. Budget (Do you think your library should be spending more on)

	YES	NO
1. Traditional print books?	_____	_____
2. Additional computer stations and hardware technology in the library?	_____	_____
3. Journal subscriptions for a balanced collection?	_____	_____
4. E-books and other electronic resources?	_____	_____
5. Better facilities and other physical improvements?	_____	_____